



BENWICK PARISH COUNCIL

Minutes of Benwick Parish Council meeting on Monday 3 March 2025 at Benwick Village Hall

Meeting opened 19:30

Present

Cllrs M Chapman (Chair), J Ablewhite, R Few, B Taylor, S Lowry and R Emmitt. Clerk A Barnes. 3 members of the public.

223/24-25 – Apologies for Absence

None received.

224/24-25 – Declarations of Interest

Cllr Lowry declared an interest in item 230/24-25 (Community Lounge update).

225/24-25 – Public Participation

Public time opened at 19:32.

A resident raised concerns about vans parking between the two bridges.

Reports of increased dog fouling were discussed. Clerk to contact the Street Pride team.

A query regarding tree preservation orders was addressed by Cllr Chapman.

Public time closed at 19:38.

226/24-25 – Confirmation of Minutes

Cllr Chapman proposed and it was AGREED that the minutes of the parish council meeting on Monday 3 February 2025 be approved and signed.

227/24-25 – County & District Councillors Reports

No reports were received for this.

228/24-25 – Action Log

Councillors and the Clerk reviewed progress against actions assigned to them on the action log. Updates are detailed under relevant agenda items.

229/24-25 – Defibrillators

No updates were reported.

230/24-25 – Community Lounge

Cllr Lowry reported fewer supermarket collections for the community fridge, however resident donations continue. Weekly activities are now required for grant compliance, which Benwick have been doing for some time. There was a breakfast morning held recently and pancakes planned for this coming Wednesday. Cllr Lowry also advised that the grant amount has increased slightly from the figure we were initially given for April 2025 onwards.

Cllr Chapman proposed and it was AGREED for the Clerk to accept Cambs ACRE funding, confirming the funds can be used beyond March 2025.

231/24-25 – Highways Matters

Cllr Ablewhite volunteered to set up and run a community speed watch group. Cllr Chapman proposed and it was AGREED for Cllr Ablewhite to lead this initiative.

232/24-25 – Cemetery and September Gardens

No updates were reported.

233/24-25 – Clerk’s Report and Requests

The Clerk reported that for parish council correspondence the .gov.uk email is now in routine use. Contract tendering for maintenance work is ongoing. The Clerk requested to attend cemetery management training, Cllr Chapman proposed this was approved and it was AGREED.

234/24-25 – Donations

Cllr Chapman proposed and it was AGREED to award £200 to the Benwick Street Pride Volunteers Group.

235/24-25 – Asset Register

The asset register was reviewed. Cllr Chapman proposed and it was AGREED to approve the updated version. The Clerk is to query the inclusion of the footpath with the internal auditor.

236/24-25 – Policy Reviews

The Information Retention Policy was reviewed, Cllr Chapman proposed and it was AGREED to approve the policy with an amendment to section 3 to clarify that it applies to council employees.

237/24-25 – Income & Expenditure

Members considered, Cllr Chapman proposed and it was AGREED to approved the following account payments:

Electricity Invoice (January 2025) - £185.70
Cemetery Contractor (February 2025) - £419.87
Donation to Benwick Street Pride Volunteers Group - £200.00
Radar Speed Sign with Solar Panel - £3107.99
Salaries and Expenses (February 2025) - £562.22
Community Lounge Reimbursement (February 2025) - £17.80
Community Lounge Advance (March 2025) - £100.00
Total Expenditure Approved: £4593.58

The Clerk’s report on the February 2025 bank balances and reconciliation statement can be found at Appendix 1.

238/24-25 – Correspondence

The Chair highlighted the following correspondence, there were no comments:

Rural Services Network Bulletins
Fenland District Council Press Releases
Town and Parish Council Briefing
NALC Chief Executive’s Bulletin
FDC Planning Enforcement
CCC Cambridgeshire Matters
Mayoral Decision Notice - Bus Franchising
SLCC News Bulletin
Letter from MP Stephen Barclay
No further comments were made.

239/24-25 – Planning

No planning applications were reviewed at this meeting.

240/24-25 – Biodiversity and Habitat Initiatives

Cllr Lowry to contact last year's seed supplier to obtain replacement wildflower seeds.

241/24-25 – Agenda Items/Next Meeting

The date of the next Parish Council meeting is Monday 7 April 2025. Items for the agenda should be submitted to the Clerk by Monday 31 March 2025.

Meeting closed at 20:45



Appendix 1

Bank Reconciliation		Financial Year ending 31 March 2025	
Benwick Parish Council			
Prepared by Abbey Barnes (Clerk & RFO)			
Date	03/03/2025		
Approved by	Chair		
Date	03/03/2025		
Balance per bank statements at end	28/02/2025	£	£
Current Account		15,162.94	
Cambridge and Counties Bank		42,855.93	
			58,018.87
Less: Unpresented Cheques			
Cheque Number	amount		
			0.00
Add: Any unbanked cash in transit			0.00
Net bank balances end 28/05/2024			58,018.87
The net balances reconcile to the Cash Book, as follows:-			
Opening Balance (01 April 2024)		58,327.80	
Add: Receipts to date		24,067.13	
Less: Payments to date		24,628.06	
Closing Balance		57,766.87	

Earmarked Reserves:

Community Lounge	£1,865.95	exluded from EM totals	
Verge Planting	£767.13		
Cemetery Extension	£3,324.40		
Street Lighting	£9,290.96		
The Pound	£1,000.00		
Village Sign	£2,000.00		
War Memorial	£5,500.00		
Mooring	£4,000.00		
Allotments	£1,000.00		
General Reserve	£30,884.38		
		E M TOTAL	£26,882.49